

To determine if an employee averages 80 hours

Actual days worked ÷ 20 (average working days in a month) = actual months worked

Total wages earned ÷ hourly rate = total hours worked

Total hours worked ÷ Actual months worked = average # of hours of work per month

If average number of hours of work per month is 79.5 or higher, the employee averages and should be classified accordingly so that retirement contributions are deducted.

Example: A bus driver works 185 days, 4 hrs per day, at a salary of \$8.00 per hour.

185 days worked/20=9.25 months

\$5,920.00 yearly salary/\$8.00 per hour= 740 hours worked in school year

740 hours worked/9.25 months= 80 hours per month worked

History of Determining School Board Credit

Beginning with the 2000-2001 fiscal year through current:

Service credit is determined by: **Actual Days Worked ÷ 180 × 12** (provided that the service credit averages over a calendar or fiscal year)

- Normal math is used in rounding.
- Any member who works a minimum of 180 days will receive 12 months of service credit, unless they are not hired until August (or later) or are retiring June 1st (or earlier). If they work less than 180 days the most that they can earn is 11 months. If the member does not work at all in a month due to a Leave Without Pay status, they will not earn credit for that month.
- The member would have to work a minimum of 80 hours in order to be credited with one month of service credit.

During the 1998-1999 and 1999/2000 fiscal years:

Service credit is determined by actual days divided by 20 rounded **up** to the next whole number, provided that the service credit averages over a calendar or fiscal year.

During the 1996-1997 fiscal year:

Service credit is determined by actual days worked divided by 20, using normal rounding to determine the number of months of service credit, provided that the service credit averages over a calendar or fiscal year.

Prior to the 1996-1997 fiscal year:

Service credit is earned for each month wages are reported provided that the service credit averages over a calendar or fiscal year.